

Sterling Payee Services
163 Amherst St, 2nd Floor
Nashua, NH 03064-1367
(603)594-4114
FAX (603) 880-7171
sterlingpayeeservices@hotmail.com

Before Sterling Payee Services can be chosen as a Representative Payee, there are a few questions that Social Security will need to verify. In order to expedite the process, please be sure to answer the following questions:

- 1) Is there a family member willing to be the payee? (Note: this person cannot have been accused of taking the client's funds)
- 2) Is there a volunteer willing to be the payee?
- 3) Is there an agency that is more local to the client's address that is available (without a waiting list) to be the payee?

Signature of Submitting Case Manager: _____

Printed Name of Submitting Case Manager: _____

Date: _____

If the answer to all the above questions is no; please submit the application forms on our website by email, fax or to the address listed above. We will be happy to request Social Security allow us to become Representative Payee for the client.

If you have any questions regarding these questions, or the application procedure, please call us.